

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2014-190 **Issue Date:** 11-04-14 **Closing Date:** 11-17-14

CHR/Youth Activities Coordinator
Community Health Representatives (CHR)/Youth Activities
Department of Health & Human Services
Hourly Wage: \$16.05/Regular/Full-Time

Incumbent is responsible to ensure that available services and resources are afforded to Yakama Nation families to strengthen and promote positive stabilization of family units. Coordinates, plans, organizes, and implements community health, recreational, social, and cultural activities on the Yakama Reservation and surrounding communities.

Knowledge, Skills and Abilities:

- Knowledge of the Yakama Reservation and surrounding communities.
- Knowledge of Yakama Nation culture, traditions, and religious values.
- Knowledge of general office practices and procedures.
- Knowledge of basic bookkeeping principles and practices.
- Knowledge of basic budget principles and procedures.
- Knowledge of basic supervisory principles and practices.
- Ability to communicate effectively both orally and in written form.
- Ability to establish effective working relationships.
- Ability to work effectively under stress.
- Ability to plan, organize and implement health initiative, services, and activities.
- Ability to stimulate and promote interest in social & health-related activities and garner participation for assistance in conducting them.
- Ability to utilize a computer and assorted software.
- Ability to maintain confidentiality.
- Ability to work independently and productively.

General Recruiting Indicators:

- An Associate of Arts (AA) Degree in social studies, health, or related field is preferred. OR,
- Three years' work experience as a Community Health Aide III and related college classes.

Necessary Special Requirements:

- Required to pass a criminal background check.
- Must possess a current/valid WA State Driver's License.
- Must have personal vehicle insurance coverage.
- Must have a personal vehicle.
- Must possess a current First-Aid/CPR card, or be able to obtain one within 60 days of employment.
- Must be in good health.
- Required to pass a pre-employment drug & alcohol test.